



Diocese of Steubenville

Year:

Decree on Child Protection & Safe Environment *SPRING* Verification of Compliance

*Instructions: Please list below the required information for all NEW employees or “Regular Volunteers” (as defined by the Decree on Child Protection), who have been or will be working with children up through June 30th of the current year, AND who were NOT previously listed on the FALL Verification form. If there are no NEW employees/volunteers, please indicate that below. This completed form is to be returned to the Office of Christian Formation and Schools by **May 1st**, to the attention of Lisa Pizzoferrato, P.O.Box 969, Steubenville, OH 43952.*

Name of Parish/School:	CP Contact Person:
Address (city):	Name of person completing this form:
Pastor/Administrator signature:	Date:

OCFS use only

Employee/Volunteer		Address	T E or V* See Below	Last four digits of SS#	Required forms on file** (Yes/No)	Area of Ministry	Date of most recent BCI & FBI	Date Safe Environment training was completed
Last name	First name							

* Please indicate “T” for Teacher/Principal; “E” for Employee, “V” for volunteer.

** Completed and signed forms that must be kept on file for each individual include: BCI/FBI (or Clearance letter), Code of Conduct, Applicant Certification Form, and Supervisor’s Checklist

							<i>OCFS use only</i>	
Employee/volunteer		Address	T E or V* See Below	Last four digits of SS#	Required forms on file** (Yes/No)	Area of Ministry	Date of most recent BCI & FBI	Date Safe Environment training was completed
Last name	First name							
<i>Please make additional copies of page 2 if additional space is required.</i>								
<i>OCFS Use only:</i>								
Spring verification total #			Name of OCFS staff completing verification:				Date:	

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